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ABSTRACT

The Illinois Community College Board (ICCB) has utilized its workforce preparation grant resources to provide an array of services to local businesses and new entrepreneurs. Community colleges in Illinois provided services that resulted in the startup, expansion, development, and retention of several thousand jobs and companies. These services included: (1) customized job training; (2) industrial, attraction, retention, and expansion activities; (3) entrepreneurship workshops and seminars for business owners and operators; (4) individualized counseling and management assistance; (5) contract procurement assistance; (6) workshops and noncredit courses; (7) employment, training, and job search services; and (8) small business incubators. The ICCB workforce preparation grant funds allowed for economic development and employee training during a time of great change, technological and otherwise, in the workplace. Appendices include tables of community college involvement with each of the community services. (YKH)

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Report on Business/Industry Services Grants Fiscal Year 1997

Illinois Community College

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REPORT ON BUSINESS/INDUSTRY SERVICES GRANTS
FISCAL YEAR 1997

Executive Summary

The Illinois Community College Board provided $4.65 million in workforce preparation - business/industry services grant funds to community college districts in fiscal year 1997. Colleges used the funds to maintain business/industry centers, provide customized training and services to businesses, offer entrepreneurship workshops and seminars, and to conduct a variety of workforce development activities. Shown below is a statewide summary of the major activities funded by the ICCB workforce preparation grant and the resulting economic impacts reported by the community colleges:

- ✔ Community colleges provided customized training to 2,530 companies, serving 91,268 employees which contributed to the start-up or expansion of 89 companies, retention of 117 companies, development of 1,172 jobs, and retention of 8,996 jobs.

- ✔ Industrial attraction, retention, and expansion activities conducted by 14 community college districts assisted in the start-up or expansion of 145 companies and the retention of 113 companies, which created 2,942 jobs while retaining 2,240 jobs.

- ✔ Colleges conducted 1,555 workshops and seminars for entrepreneurs which helped start or expand 338 companies, retain 188 companies, develop 618 jobs, and retain 583 jobs.

- ✔ Community colleges provided individualized counseling and management assistance to 6,410 persons which assisted in the start-up or expansion of 481 companies, retained 308 companies, created 1,037 jobs, and retained 1,159 jobs.

- ✔ Fifteen community colleges served 3,395 companies by offering workshops on procurement bid list applications, preparation of competitive bids, and counseling. These services helped start or expand 18 firms, retain 53 companies, develop 250 jobs, retain 846 jobs, and acquire in excess of $123 million in government contracts.

- ✔ Twenty-four community college districts conducted 1,058 workshops for 12,298 persons and/or provided 493 noncredit courses to 6,475 individuals and counseling or placement assistance to 18,760 persons.

The data in this report clearly indicates that Illinois community colleges have devoted their workforce preparation grant resources to providing a comprehensive array of services to the local business community as well as individuals interested in starting business ventures.

REPORT ON BUSINESS/INDUSTRY SERVICES GRANTS
FISCAL YEAR 1997

The Illinois Community College Board provided over $4.65 million in workforce preparation - business/industry services grant funds to all 40 Illinois public community college districts in fiscal year 1997. Business/industry services grants provide funding for a business/industry center at community colleges to provide a variety of employment training and business and industry services both in and outside the classroom. These activities are critical in upgrading the technical skills of individuals currently employed in Illinois. The demand for customized training continues to increase because of the dramatic changes in the use of advanced technology in the workplace. In addition to customized training, colleges used the funds to offer entrepreneurship workshops and seminars, and conduct many other initiatives that helped keep existing jobs and create new ones. Thirty-five thousand dollars is provided to each community college district to staff and maintain a business/industry center that serves as the college's primary contact point for local business and industry and as a coordination center for the college's economic development activities. The remainder of the grant is allocated on the basis of occupational/technical enrollments of each district. This report presents the highlights of economic development and workforce preparation activities pursued by community colleges using ICCB workforce preparation grant funds in fiscal year 1997.

Customized Job Training

Thirty-nine community college districts provided customized job training for area business and industry. Colleges designed or brokered programs that were tailored specifically to meet the training needs of employers. Businesses determined the type of training they need, the schedule that fits their operation, and the location of the training. Customized training was offered in company facilities and on campus. Instructors were chosen from within the companies, among subject-matter experts, or college staffs depending on the demands of the business firms.

Contract training was provided to upgrade the skills of current employees and train or retrain new employees to help companies maintain or increase productivity and profitability. Community colleges also helped businesses acquire training funds through various state and federal programs. Most training expenses, however, were paid by the companies.

During fiscal year 1997, community colleges provided customized training to 2,530 companies serving 91,268 employees. These efforts contributed to the start-up or expansion of 89 companies, retention of 117 companies, creation of 1,172 jobs, and retention of 8,996 jobs. Table A-1 in the Appendix shows a summary of these activities by college.

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Compared with fiscal year 1996 figures, community colleges exceeded expectations in a number of areas. Community colleges served 375 (a 17 percent increase) more companies with customized training than last year and trained 8,175 (a 10 percent increase) more employees. Efforts from community colleges saw the start-up or expansion of 18 fewer companies than in the previous fiscal year and a decline of 125 percent in the number of jobs created. Data provided by community colleges indicate that two less companies and 5,290 less jobs were retained in fiscal year 1997 than in fiscal year 1996.

Industrial Attraction, Retention, and Expansion

Availability of training and availability of a skilled workforce are two primary factors that influence a company's decision to locate a new plant in a community. This is particularly true of companies that incorporate new technologies. Recognizing this, community colleges continue to work with state and local economic development organizations to ensure that their communities possess a skilled and trainable workforce.

During fiscal year 1997, community colleges continued to provide occupational training and special programs and services to scores of employees. This facilitated the development and maintenance of a skilled workforce and encouraged companies to locate or to stay in Illinois.

Community colleges have the professional staff in place to assist with extensive community/rural/industrial development efforts at the local level. Their many successful experiences in working with both the public and private sectors enables community colleges to serve as neutral coordinating bodies that bring several economic development entities together.

During fiscal year 1997, industrial attraction, retention, and expansion activities were reported by 14 community college districts. These activities helped to develop 2,942 jobs, retain 2,240 jobs, start or expand 145 companies, and retain another 113 companies in Illinois. Table A-2 in the Appendix shows a summary of these activities.

Six more community college districts reported activity in this category than last year. Their efforts resulted in 104 more companies either starting-up or expanding (an increase of 254 percent), and 91 more companies being retained (414 percent increase) than in the previous fiscal year. This resulted in a 30 percent increase in the number of jobs created and a 44 percent increase in the number of jobs retained. This data illustrates that community colleges have dramatically increased their level of assistance in attracting and retaining companies in Illinois.

Entrepreneurship Training for Business Owners and Operators

In addition to offering training for company employees, Illinois community colleges also provide training for potential business owners/operators. In fiscal year 1997, workshops and seminars on starting and operating small businesses, computer applications, and various financing programs were offered to assist entrepreneurs.

Illinois community colleges also provide entrepreneurship training to businesses via regularly scheduled courses. Examples include courses such as accounting, personnel administration, and business courses in administration, law, and finance. Some colleges offer certificate programs in entrepreneurship training.

During fiscal year 1997, community colleges conducted 1,555 workshops and seminars for entrepreneurs. These efforts helped start or expand 338 companies, retain 188 companies, create 618 jobs, and retain 583 jobs. Table A-3a in the Appendix shows a summary of these activities by college.

Compared to data provided by community colleges in fiscal year 1996, fewer workshops and seminars were conducted, 21 percent more companies were expanded and retained, and 38 percent more jobs were created. Clearly, community colleges are doing their part in assisting potential business owners and operators in Illinois.

Contract Procurement Assistance

Business centers, funded by the ICCB, usually work hand-in-hand with the Procurement Assistance Centers and Small Business Development Centers funded by the Illinois Department of Commerce and Community Affairs. Each of these centers concentrate on a different aspect of economic development and workforce preparation. Some colleges have a Small Business Development Center and a Procurement Assistance Center.

Government purchases represent a significant market opportunity for businesses. Recognizing this, community colleges operated 15 Procurement Assistance Centers in fiscal year 1997 whose purpose was to help Illinois businesses secure federal and defense contracts. Some community colleges provided limited contract procurement assistance from existing services, while other colleges implemented comprehensive contract procurement programs. Such activities boosted the economy by helping to retain existing jobs and develop new ones.

During fiscal year 1997, 15 community colleges served 3,395 firms by offering counseling and workshops on bidder list applications and bid preparations. These services helped to start or expand 18 companies, retain 53 companies, create 250 jobs, retain 846 jobs, and acquire in excess of $123 million in contracts. Table A-4 in the Appendix shows a summary of these activities by college.

Due to the efforts of the community colleges, more companies were retained than last fiscal year, and 28 percent more jobs were created.

Employment, Training, and Job Search Services

In addition to helping businesses with their economic development activities, community colleges regularly provide training and job search assistance to individuals seeking employment. Many of these activities are done with the assistance of Job Training Partnership Act funds and programs that assist dislocated workers.

Twenty-four community college districts conducted 1,058 workshops for 12,298 persons and provided 493 noncredit courses and counseling or placement assistance to 18,760 individuals. Table A-5 in the Appendix shows a summary of these activities by college.

Fiscal year 1997 data reported by community colleges show an increase over fiscal year 1996 for the number of individuals receiving counseling or placement assistance. Fifty-five percent more people sought assistance from their community college to receive counseling and/or job placement assistance.

Small Business Incubators

The business incubator is a technique used to nurture fledgling businesses. Small business incubators can keep potentially large overhead costs manageable by paying for services on a shared basis or on a fee-for-service basis. The cash flow benefits, access to business assistance sources, and the interaction with other entrepreneurs in an incubator facility can greatly improve the chances of success for start-up companies. As a support system, the incubator helps entrepreneurs become more experienced managers capable of dealing with day-to-day operations.

Incubator facilities are generally targeted toward small firms that may require support in the areas of management, financial operations, or clerical support. Incubators are typically large commercial or industrial facilities subdivided to meet tenant needs for access to shared, centralized services, such as receptionists, clerical and administrative help, shipping and receiving facilities, and building security.

Incubator staff are always striving to improve services and resources for the incubator members so that they may improve the management of their companies and increase their chances for business success.

During fiscal year 1997, three community colleges helped with feasibility studies, planning, setup, and/or operation of small business incubators. Eight community colleges provided services to existing incubators, and two colleges operated incubators. These activities helped to start or expand 22 companies, retain three companies, develop 89 new jobs, and retain 76 jobs. Table A-6 in the Appendix shows a summary of these activities by college.

APPENDIX

Table A-1

CUSTOMIZED TRAINING

District/College	Companies Served	Courses Provided	Employees Trained	Companies Started/Expanded	Companies Retained	Jobs Created	Jobs Retained
Belleville	350	295	3,427				
Black Hawk	210	284	2,778	1	1	20	150
Chicago							
Daley	11	12	338		2		30
Kennedy-King	6	12	172		4		416
Malcolm X	4	4	80				
Olive-Harvey	6	10	150				
Truman	1	6	115				
Washington	10	20	455				
Wright	23	134	1,883				
Danville	43	160	3,178	3	4	45	22
DuPage	112	153	1,262	18	22		3,163
Elgin	98	381	4,256				
Harper	83	464	6,227				
Heartland	10	10	512	3		20	30
Highland	38	280	2,200	2		150	
Illinois Central							
Illinois Eastern	25	51	2,085				
Illinois Valley	16	86	1,097				
Joliet	89	89	1,133				
Kankakee	10	21	672				
Kaskaskia	7	38	598				
Kishwaukee	21	78	818	1		25	
Lake County	48	103	2,102				
Lake Land	28	100	1,912	3	50	80	100
Lewis & Clark	70	31	1,210				
Lincoln Land	40	498	4,753				
Logan	64	793	11,073				
McHenry	33	102	2,669	26	8	350	700
Metropolitan	4	5	50				
Moraine Valley	71	197	2,419				
Morton	12	22	289				
Oakton	65	44	1,521				
Parkland	42	267	3,787	2		96	40
Prairie State	20	46	2,700	1	1	180	20
Rend Lake	104	249	4,471	4	2	22	3,997
Richland	75	202	3,746				
Rock Valley	157		946				
Sandburg	26	113	965	2		25	
Sauk Valley	15	21	759				
Shawnee	54	98	1,145				
South Suburban	84	239	3,387	1	2	57	181
Southeastern	18	16	121	11		41	4
Spoon River	4	33	300				
Triton	179	312	3,429	7	15	50	100
Waubonsee	70	317	2,987				
Wood	74	101	1,091	4	6	11	43
TOTAL	2,530	6,497	91,268	89	117	1,172	8,996

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Table A-2

INDUSTRIAL ATTRACTION, RETENTION, AND EXPANSION ACTIVITIES

District/College	Companies Started/Expanded	Companies Retained	Jobs Created	Jobs Retained
Belleville	29	4	604	20
Black Hawk	20			150
Chicago				
Daley		2		13
Kennedy-King				
Malcolm X				
Olive-Harvey				
Truman				
Washington				
Wright				
Danville				
DuPage				
Elgin				
Harper				
Heartland				
Highland				
Illinois Central				
Illinois Eastern	1		150	
Illinois Valley	2		350	
Joliet				
Kankakee				
Kaskaskia				
Kishwaukee				
Lake County				
Lake Land				
Lewis & Clark				
Lincoln Land		3		35
Logan				
McHenry	76	42	1,455	1,200
Metropolitan	1		15	
Moraine Valley				
Morton				
Oakton				
Parkland	4	48		526
Prairie State				
Rend Lake	2	1	12	9
Richland				
Rock Valley				
Sandburg				
Sauk Valley				
Shawnee	1		8	12
South Suburban	4	13	153	275
Southeastern				
Spoon River	2		105	
Triton				
Waubonsee	3		90	
Wood				
TOTAL	145	113	2,942	2,240

Table A-3a

ENTREPRENEURSHIP SEMINARS AND WORKSHOPS

District/College	Sem/Work Conducted	Participants	Companies Started/Expanded	Companies Retained	Jobs Created	Jobs Retained
Belleville	198	1,666				
Black Hawk	54	401				
Chicago						
Daley	15	176	12	11	17	21
Kennedy-King	6	403			7	132
Malcolm X	1	17	10		20	
Olive-Harvey	3	200				
Truman	9	58				
Washington						
Wright	15	241				
Danville	108	1,969	5	5	24	50
DuPage	71	681	28	12	53	68
Elgin	35	175	17	10	21	17
Harper	16	304	12		24	
Heartland						
Highland	3	30				
Illinois Central	18	440	60	27	110	52
Illinois Eastern	9	181				
Illinois Valley						
Joliet	40	280	3		4	
Kankakee	22	284				
Kaskaskia	10	42				
Kishwaukee	3	16		2	20	
Lake County	20	312	14		23	9
Lake Land						
Lewis & Clark	2	28				
Lincoln Land	41	682				
Logan						
McHenry	156	3,441	130	90	158	160
Metropolitan						
Moraine Valley	33	257				
Morton	5	38				
Oakton	41	512				
Parkland	2	240				
Prairie State	18	40	17	7	25	10
Rend Lake	86	718				
Richland						
Rock Valley	97	2,572				
Sandburg	188	2,041				
Sauk Valley	37	676	10		42	
Shawnee	23	123	7		19	2
South Suburban	46	440	6	4	34	23
Southeastern	27	201				
Spoon River	23	444				
Triton	23	510	5	15	10	10
Waubonsee	10	39				
Wood	41	477	2	5	7	29
TOTAL	1,555	21,355	338	188	618	583

Table A-3b

INDIVIDUALIZED COUNSELING AND MANAGEMENT ASSISTANT

District/College	Persons Counseled	Companies Started/Expanded	Companies Retained	Jobs Created	Jobs Retained
Belleville	100				
Black Hawk	107	5	2	17	16
Chicago					
Daley	412	22	14	19	32
Kennedy-King	20	1	4		
Malcolm X	50				
Olive-Harvey	5	2			
Truman	20				
Washington					
Wright	4	2			
Danville	30				
DuPage	823	28	12	53	68
Elgin	191	12	9	11	100
Harper					
Heartland					
Highland					
Illinois Central	310	60		75	
Illinois Eastern	115	29		80	22
Illinois Valley	147	15	2	68	38
Joliet	318	70		123	9
Kankakee	357	21	6	43	27
Kaskaskia	150	7	7	35	44
Kishwaukee	10	3			
Lake County	355				
Lake Land					
Lewis & Clark	83	3	10	7	
Lincoln Land	385	50	135	50	150
Logan					
McHenry	235	35	12	71	151
Metropolitan					
Moraine Valley	325	16	18	65	53
Morton	25				
Oakton					
Parkland					
Prairie State	45	2	2	20	13
Rend Lake	183	11	3	22	6
Richland					
Rock Valley	513	15	6	62	23
Sandburg					
Sauk Valley	113	10		42	
Shawnee	200	15		48	18
South Suburban	285	4	43	29	291
Southeastern					
Spoon River					
Triton	325	20	10	30	20
Waubonsee	124	19	5	56	27
Wood	45	4	8	11	51
TOTAL	6,410	481	308	1,037	1,159

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Table A-4

CONTRACT PROCUREMENT ASSISTANCE

District/College	Businesses Counseled	Firms Received Contracts	Contracts Obtained	$ Amount of Contracts	Companies Started/Expanded	Companies Retained	Jobs Created	Jobs Retained
Belleville								
Black Hawk								
Chicago								
Daley	47	20	44	$3,247,000	9	11	32	22
Kennedy-King	20	2	2	$46,000		2		168
Malcolm X								
Olive-Harvey								
Truman								
Washington								
Wright								
Danville								
DuPage	251	42	126	$18,300,000		28	31	287
Elgin								
Harper								
Heartland								
Highland								
Illinois Central	100	15	38	$2,471,222			2	5
Illinois Eastern	34	4	26	$2,165,458			21	130
Illinois Valley								
Joliet								
Kankakee								
Kaskaskia								
Kishwaukee								
Lake County	128	18	148	$2,859,450			7	96
Lake Land								
Lewis & Clark	61	1	6	$57,000				10
Lincoln Land								
Logan	86	10	68	$43,538,698	2		121	61
McHenry	19	4	21	$46,961				
Metropolitan								
Moraine Valley	2,303	25	192	$7,202,555			24	30
Morton								
Oakton								
Parkland								
Prairie State								
Rend Lake	2	1	13	$189,000		1	3	2
Richland								
Rock Valley	98	17	169	$4,800,000				1
Sandburg								
Sauk Valley								
Shawnee	61	2	2	$20,900	2			5
South Suburban	112	8	42	$15,292,336	4	8		18
Southeastern								
Spoon River								
Triton								
Waubonsee								
Wood	73	18	98	$23,186,407	1	3	9	11
TOTAL	3,395	187	995	$123,422,987	18	53	250	846

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Table A-5

E&T FOR UNEMPLOYED OR UNDEREMPLOYED

District/College	Noncredit Workshops	Participants	Noncredit Courses	Participants	# Receiving Counseling	Participants in Other Activities
Belleville	84	1,081				
Black Hawk						
Chicago						
Daley					9	
Kennedy-King	3	225			47	
Malcolm X						40
Olive-Harvey						
Truman	5	113	1	20		
Washington						
Wright	417	4,830	155	3,496		
Danville	31	291	16	21		
DuPage						
Elgin			2	34		
Harper						
Heartland	4	29				
Highland						
Illinois Central	18	240	2	38		
Illinois Eastern	2	15			1	
Illinois Valley						
Joliet	1	10				
Kankakee			17	230		
Kaskaskia	17	553			7	
Kishwaukee	8	45			27	359
Lake County						
Lake Land						
Lewis & Clark						
Lincoln Land	5	144	126	821	408	285
Logan						
McHenry						632
Metropolitan	17	100			114	300
Moraine Valley						
Morton			2	26	5,743	23
Oakton						
Parkland	204	1,877			11,692	5,430
Prairie State	4	20	4	20		
Rend Lake	3	90	16	159		142
Richland						
Rock Valley						
Sandburg						
Sauk Valley						
Shawnee	8	725				
South Suburban	16	167			49	263
Southeastern			5	52	78	
Spoon River	7	212	9	288		
Triton	30	392	10	134	585	
Waubonsee	174	1,139	128	1,136		
Wood						
TOTAL	1,058	12,298	493	6,475	18,760	7,474

Table A-6

SMALL BUSINESS INCUBATOR

District/College	Planning	Assist Inc.	Operate Inc.	Companies Started	Companies Retained	Jobs Created	Jobs Retained
Belleville							
Black Hawk							
Chicago							
Daley	X	X	X	4	1	5	5
Kennedy-King							
Malcolm X							
Olive-Harvey	X		X	5		10	
Truman							
Washington							
Wright							
Danville							
DuPage							
Elgin							
Harper							
Heartland							
Highland							
Illinois Central							
Illinois Eastern							
Illinois Valley							
Joliet							
Kankakee							
Kaskaskia							
Kishwaukee							
Lake County							
Lake Land							
Lewis & Clark							
Lincoln Land							
Logan		X					
McHenry							
Metropolitan							
Moraine Valley							
Morton							
Oakton							
Parkland							
Prairie State	X	X		2	2	7	71
Rend Lake							
Richland							
Rock Valley							
Sandburg							
Sauk Valley		X					
Shawnee							
South Suburban		X		7		58	
Southeastern		X					
Spoon River		X					
Triton							
Waubonsee							
Wood		X		4		9	
TOTAL				22	3	89	76